

# ***Licensure Information Session***

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# Licensure Topics

- ✓ Overview
- ✓ Laws
- ✓ NC SBE Policies
- ✓ Acronyms
- ✓ Licensure Online System Tutorials
- ✓ Licensure Pathways

- ✓ ALERTS
- ✓ License Renewal Requirements
- ✓ Experience
- ✓ 2019 Legislative Updates
- ✓ Resources
- ✓ Questions and Comments

# Licensure Overview

**The purpose of licensure is to confirm that an individual:**

- > Is qualified to perform specialized professional services as a public school employee, and**
- > Guarantees the educators in North Carolina meet established standards of professional competence.**



# North Carolina Licensure Statute

General Statute 115C-295(b) now SL-599, SL-219 and SL 621...

**“[it] shall be unlawful for any board of education to employ or keep in service any teacher who neither holds nor is qualified to hold a license in compliance with the provision of the law or in accordance with the regulations of the State Board of Education.”**

Website: <https://www.ncleg.net/Sessions/2017/Bills/Senate/PDF/S599v7.pdf>

# North Carolina Law & Licensure Authority

- General Statute...GS 115C & 296
  - Requires public school teachers to hold or be qualified to hold a certificate in accordance with SBE policy, and
  - Grants absolute authority to the SBE to promulgate licensure requirements for professional educators.
- Administrative Code
  - Section...003 of the North Carolina Administrative Code also outlines many specific rules/procedures for licensing of public school employees.
- According to General Statute
  - 115C-296(a)“The State Board of Education shall have entire control of licensing all applicants for teaching positions in all public elementary and high schools of North Carolina; and it shall prescribe the rules and regulations for the renewal and extension of all licenses and shall determine and fix the salary for each grade and type of license it authorizes.”
  - The North Carolina Constitution delegates responsibility for setting those standards to the State Board of Education (SBE), whose regulations for licensure are in turn administered by the Licensure Section of the Department of Public Instruction (DPI).

Website: <https://www.ncleg.net/Sessions/2017/Bills/Senate/PDF/S599v7.pdf>

# North Carolina State Board of Education Licensure (LICN) Policies

Contains specific rules and regulations pertaining to licensing issues (ES&P ~ A ~ 001 thru 0021)

Policy ID	Title	Policy Date	State
LICN-001	<a href="#"><u>General Licensure Requirements</u></a>	2018-04-05	published
LICN-002	<a href="#"><u>Routes to Licensure</u></a>	2018-04-05	published
LICN-003	<a href="#"><u>Licensure Testing Requirements</u></a>	2018-04-05	published
LICN-005	<a href="#"><u>Licensure Renewal Requirements</u></a>	2018-04-05	published
LICN-006	<a href="#"><u>Experience/Degree Credit for Salary Purposes</u></a>	2018-05-03	published
LICN-007	<a href="#"><u>Licensure Suspension and Revocation</u></a>	2018-05-03	published
LICN-008	<a href="#"><u>Licensure Fees</u></a>	2018-04-05	published
LICN-021	<a href="#"><u>Procedure for Seeking Exception from Licensure Requirements</u></a>	2018-05-03	published
LICN-022	<a href="#"><u>Conversion of Initial Professional License to Continuing Professional License</u></a>	2018-05-03	published

# LICENSURE MANAGEMENT AND APPLICATION ONLINE SYSTEM TUTORIALS

Please Select The Appropriate Category Below

Go to the new [NCDPI Online Licensure System](#)  
[Quick Reference Guide: Licensure Request Types](#)



<http://www.ralc.us/registration-video-tutorials/>

# Acronyms & Definitions

- Help me understand...

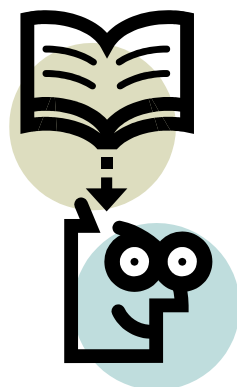
Residency (RL)

Emergency License (EL)

Permit to Teach (P2T)

Initial & Continuing Professional License

**SP 1 & 2**



ESSA – Every Student Succeed Act

**IHE**

Regional Accreditation

NCSBE Praxis & Pearson/Other States Testing

LIMITED  
LICENSE

**EPP**

Out Of State/  
In-State Educators



# Welcome to the N C Licensure World!

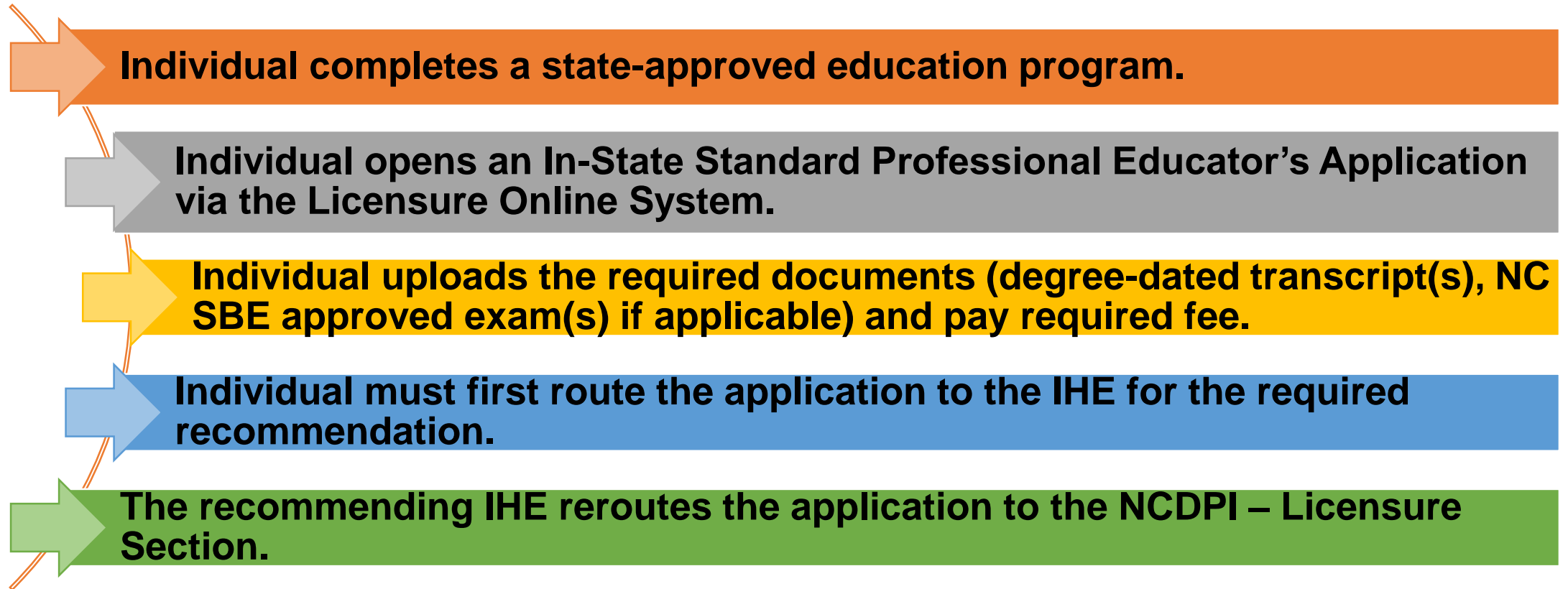


# Pathways to Licensure

- ⦿ In-State Approved Education Programs
- ⦿ Out-of-State Approved & Alternative Approved Programs
- ⦿ Adding additional teaching area with passing Praxis II and/or 24 semester hours of course work with a grade of “C” or better
- ⦿ Licensure Only Pathways
  - ⦿ Lateral Entry (sunset on 6.30.2019)
  - ⦿ Residency License (RL)
  - ⦿ Emergency License (EL)
  - ⦿ Permit to Teach (PT)
  - ⦿ Career and Technical Education (CTE)
  - ⦿ Provisionals in all teaching areas...

**NOTE: Please visit the NC State Board of Education website regularly for the latest licensure policies updates.**

# N C State Approved Educator Preparation Program



# Reciprocity is...

- An interstate agreement that recognizes completion of...
  - either state-approved teacher education programs or alternate routes to licensure
- and
- A college/university must be regionally accredited and have a state-approved program that leads to licensure in the residing state.

**Reciprocity is NOT...**

**An exemption from North  
Carolina's specialized  
mandates.**

# Alternate Route Required Documents

When an alternate route to licensure has been completed, the applicant **MUST** provide the following:

- ✓ A completed NC licensure application via the Licensure Online System @
  - <https://vo.licensure.ncpublicschools.gov/datamart/loginNCDPI.do>
- ✓ An official letter from the state Department of Education where the alternate route requirements were met
- ✓ Required processing fee

# Out-of-State Educator Preparation Programs (Standard and Alternative)

Elementary Education (Grades K-6) and Exceptional Children-General Education (k-12)

**Three or more years of teaching (3+)**

Individual completes a state-approved education or alternative program.

Individual opens an Out-of-State Standard Professional Educator's Application via the Licensure Online System.

Individual uploads the required documents: ALL degree-dated transcript(s), NC SBE approved exam(s) another state's exam(s) (if applicable), out-of-state license and/or Verification by Institution Form (Form V), Verification of Educator experience Forms, etc.

Pay required fee

***Outcome: A continuing license (5 years)***

***See note***



***NOTE: If National Board Certification or test(s) included with initial application...must attempt NC required test(s) in the first year of teaching and pass in the second year of teaching OR complete the Foundations Courses.***

# Out-of-State Education Programs (Standard and Alternative) cont'd

**Elementary Education (Grades K-6) and Exceptional Children-General Education (k-12)**

**< Three years of teaching (0-2)**

**Individual completes a state-approved education or alternative program.**

**Individual opens an Out-of-State Standard Professional Educator's Application via the Licensure Online System.**

**Individual uploads the required documents (degree-dated transcript(s), NC SBE approved exam(s) OR another state's comparable test(s), out-of-state license and/or Verification by Institution Form (Form V) and Verification of Educator experience Forms.**

**Pay required fee**

***Outcome: An Initial License...must attempt required NC test(s) in the first year of teaching and pass it in the second year of teaching.***



# Out-of-State Educators – Other Teaching Areas

## Three or more years of teaching (3+)

Individual completes a state-approved education or alternative program.

Individual opens an Out-of-State Standard Professional Educator's Application via the Licensure Online System.

Individual uploads the required documents (degree-dated transcript(s), NC SBE approved exam(s) OR another state's comparable test(s), out-of-state license and/or Verification by Institution Form (Form V), Verification of Educator experience Forms and Effectiveness Data.

Pay required fee

Outcome: A Continuing Professional License (5 years)

NOTE: If not National Board Certified or have no comparable test(s) and effectiveness data...must attempt NC required test(s) in the first year of teaching, pass in the second year of teaching OR complete the Foundation of Reading Modules.

# Out-of-State Educators – Other Teaching Areas

## < Three years of teaching (0-2)

Individual completes a state-approved education or alternative program.

Individual opens an Out-of-State Standard Professional Educator's Application via the Licensure Online System.

Individual uploads the required documents (degree-dated transcript(s), NC SBE approved exam(s) OR another state's comparable test(s), out-of-state license and/or Verification by Institution Form (Form V), Verification of Educator experience Forms

Pay required fee

Outcome: An Initial License...must attempt required NC test(s) in the first year of teaching and pass it in the second year of teaching.

If the individual has successfully passing a State-approved licensure exam, appropriate for the licensure area from the same State in which they completed their Educator Preparation Program, the individual may be eligible for an Initial Professional License in the same, or comparable NC License area. NC SBE Policy LICN-001, Section 1.21 (2b)

# ALERT...

## Licensure Approved Programs vs. Non-licensure Approved Programs

Online programs must meet the same criteria as traditional programs:

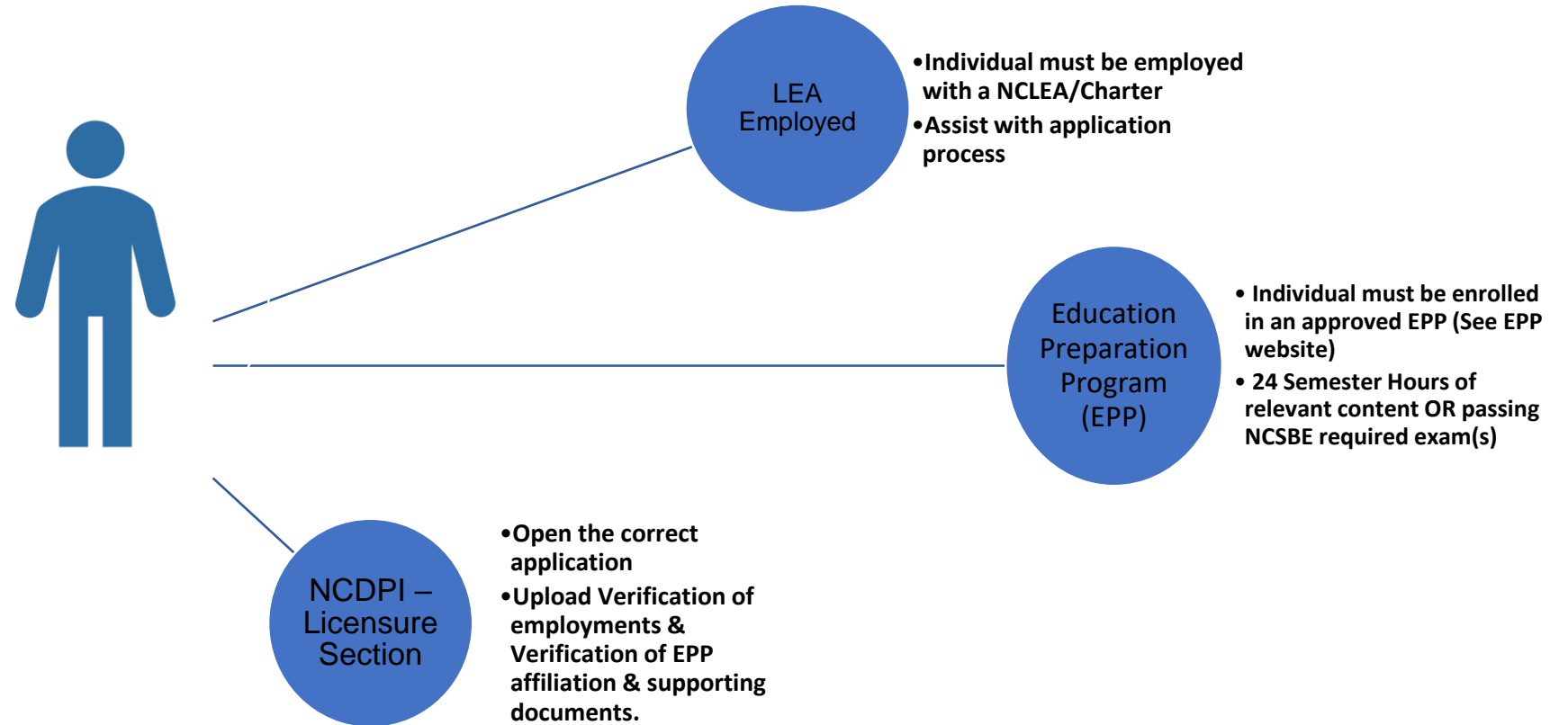
- Regionally accredited IHE
- State-approved programs that lead to licensure in the state where the IHE is based
- North Carolina must issue a license in the area



- IT IS THE INDIVIDUAL'S RESPONSIBILITY TO VERIFY THIS INFORMATION WITH THE IHE.

# RESIDENCY LICENSE (NEW)

## NC SBE Policy LICN – 001 Section 1.80



# Residency License

## NCSBE Policy - LICN-001 (Section 1.75)

An individual, including those who hold the Permit to Teach or Emergency License, may qualify for a one-year Residency License in a teaching area, with the option to renew twice, within no longer than a three-year period. All requirements to convert a Residency License to either an IPL or CPL must be completed before the expiration of the second renewal of the Residency License. Individuals must meet all of the following requirements:

- ✓ Holds at a minimum a baccalaureate degree from a regionally accredited institution of higher education;
- ✓ Has either completed 24 hours of coursework in the requested licensure area or passed the NCSBE required content area examination(s) for the requested licensure area;
- ✓ Is enrolled in a recognized Educator Preparation Program (EPP), and;
- ✓ Meets all other requirements established by the NCSBE, including completing preservice requirements prior to teaching.

Teachers in the first year of their Residency License must receive 10 days of professional development from the LEA designed to support a successful classroom experience.

# Emergency License Types

## NC State Board of Education Policy (LICN-001)

### Emergency Permit is now Permit to Teach

- Effective July 1, 2016, at the request of the employing LEA, NCDPI may issue an emergency permit to practice for a teaching assignment at the A-00 pay level to persons who hold at least a baccalaureate degree from a regionally accredited institute of higher education but who
- do not qualify for a license under any other approach. The emergency permit to practice shall be valid for one year and may not be renewed.
- When an LEA requests an emergency permit to practice, the LEA must document that no appropriately licensed professionals or persons who are eligible for a residency or lateral entry license are available to accept the position.

### Emergency License

- Beginning with the 2017-2018 academic year, NCDPI may issue Emergency Licenses for a teaching assignment at the request of the LEA or charter school.
- The Emergency License is a one-year nonrenewable license issued to an individual who:
  - 1) holds a baccalaureate degree with 18 hours of coursework relevant to the requested licensure area but has not completed a recognized educator preparation program, and;
  - 2) does not qualify for a Residency License.Applicants for an Emergency License shall meet all other requirements established by the NCSBE, including preservice training, prior to teaching.

**NOTE: Lateral Entry licenses will no longer be issued after 6.30.2019**

# Licensure Updates

## Qualifying for a Lateral Entry License

Effective July 1, 2016

- ☐ Must have at least a Bachelor's degree from a Regionally Accredited College or University and
- ☐ Meet (1) of the criteria from each side below

ONE OF THE FOLLOWING:		ONE OF THE FOLLOWING:
Relevant Degree		2.5 GPA
OR		OR
24 Semester Hours of course work in the teaching area		Five years of experience considered relevant by the employing LEA
OR		OR
Passing score on the NC State Board of Education (SBE) approved licensure exams for the teaching area	A  N  D	Passing scores on Core Academic Skills for Educators, <u>or</u> a total SAT score of 1100, <u>or</u> a total ACT score of 24 <u>plus</u> one of the following:  ➤ GPA of 3.0 in the major field of study  <u>OR</u>  ➤ GPA of 3.0 in all courses in senior year  <u>OR</u>  ➤ GPA of 3.0 on a minimum of 15 semester hours of courses completed within the last five years after the bachelor's degree.

### NOTES:

- ☐ Individuals must first be employed by a N.C. public school system that will request the lateral on behalf of the teacher.

# **2019 Legislative Updates**

**Senate Laws 219 and  
621**







**Senate Bill 219 became Session Law 2019-71.**



**Senate Bill 621 provided field-requested revisions to SB219 and became Session Law 2019-212 on September 4, 2019.**



**Revisions due to the passing of SB621 are indicated through slides with strikethroughs and redlined text.**

## **Legislative Updates**



**Removal of Initial Professional Licenses from section title**



**Examination Score Requirements –  
addition of Residency Licenses for these  
requirements**



**Removal of Initial Professional Licenses  
from SBE requirement for a standard  
examination to be rigorous and raise the  
prescribed minimum score as necessary**

## **SB621 GS 115C- 270.15 Examination Requirements**

# SB219 Section 1.1c & 1.1d

## Section 1.1c

*Timeline for Completion of Examinations –*  
The SBE shall permit an applicant to fulfill any such examination requirement before or during the third year ~~of the IPL of~~ licensure, provided the applicant *took the examination at least once during the first year of the license.*

## • Section 1.1d

- *Monitoring Compliance –* ~~For teachers with an IPL,~~ the SBE shall direct the **Department of Public Instruction to monitor the teachers' compliance with this section** ~~section throughout the duration of the IPL.~~ In the event a teacher is not in compliance with any of the requirements of this section, the Department shall notify the teacher.

# SB219 (cont'd)

## **Section 1.1e**

*Conversion to Continuing Professional License* – The SBE shall **not convert an IPL or RL to an continuing professional license** for a teacher who has not fulfilled the examination requirements of this section.

## • **Section 1.2**

Effective June 30, 2019, elementary education (K-6) or special education general curriculum teachers with an **initial professional license, lateral entry license, or residency license** that is set to expire June 30, 2019, *due to failure to fulfill the licensure examination requirements* pursuant to G.S. 115C-270.15\*, **shall be granted an extension until June 30, 2020.**

\*Examination requirements

# SB219 Section 1.3

GS 115C-270.15(c)\*, as amended by this act, shall apply to individuals holding an initial professional license on or after the effective date of this act. The SBE shall comply with G.S. 115C-270.15(d)\*\*, as exacted by this act, beginning with applicants for teacher licensure on or after July 1, 2019.

\*Time line for completion of examinations

\*\*Monitoring compliance

# SB219 Part II Section 2.1

## *Limited License – Three year nonrenewable license*

issued to an individual who meets the requirements of this subdivision.

- **Requested by local board of education (LBE)** who is currently employing or seeking to employ the individual
- Used for continued employment in that local school administrative unit
- **Does not** require individuals to demonstrate a passing minimum score on licensure exam(s)

To Receive a Limited License (LL), one of the following must be met:

- ~~IPL~~ **In-state Licensee** (all must be met)
  - Issued ~~IPL~~ **IPL or RL**, but ~~did not qualify for CPL~~ **failed to fulfill examination requirements under GS 115C-270.15 after three years of licensure.**
  - **Local board of education (LBE) submits affidavit** to SBE stating that the *teacher is currently employed by that local board, is an effective teacher, and will be encouraged to continue to pursue a CPL.*
  - Affidavit signed by both the principal and superintendent for the school the teacher is assigned.

# SB219 Part II Section 2.1 cont'd

To Receive a Limited License (LL), one of the following must be met:

- **Out-of-state licensee** (all must be met)
  - Holds current teacher licensure in another state in good standing
  - **LBE submits affidavit** to SBE stating that the *local board seeks to employ the teacher, teacher has been employed as a licensed teacher in another state for at least three years, and will be encouraged to pursue an IPL or CPL as appropriate.*
  - Affidavit signed by only the **superintendent** for the local board of education seeking to employ the teacher.

To Receive a Limited License (LL), one of the following must be met:

- **Lateral Entry** (all must be met)
  - The individual would have been issued a CPL but for the failure to fulfill examination requirements set by the SBE
  - Local board of education (LBE) submits affidavit to SBE stating that the *teacher is currently employed by that local board, is an effective teacher, and will be encouraged to continue to pursue a CPL.*
  - Affidavit signed by both the principal and superintendent for the school the teacher is assigned.

# SB219

## Section 2.2

### Out-of-state applicants

- Initial applications for a CPL for an individual with an out-of-state teacher's license **shall require the applicant to provide evidence of *that teacher's effectiveness***, when available, as measured by the evaluation system used in that applicant's state of current licensure at the time of application, including any growth measures included in that evaluation system.
- An individual who does not include evidence of that teacher's effectiveness with the initial application **shall only be eligible for an IPL or LL.**

## • Section 2.3

- In addition to the provisions for licensure provided by this section, a local school board of education may request a three-year limited license for a military spouse who holds a current teaching license in another jurisdiction.



# SB219 Part IV Section 4.1

## Lifetime License

- A license issued to a teacher after 30 or more years of teaching as a licensed teacher that requires no renewal.
- A teacher shall be determined to have completed 30 or more years of teaching as a licensed teacher *when the teacher holds a current North Carolina teaching license and has completed 30 or more years of creditable service with the Teachers' and State Employees' Retirement System.*

# SB219 Part V Section 5

## ***Emergency Rule-Making Authority***

- **No more than 10 calendar days from effective date (July 1, 2019) of this act, SBE shall adopt emergency rules for the implementation of this act.**
- **Two proposed emergency rules approved by SBE during July SBE meeting - *Reappearance at October SBE Meeting***
  - **16 NCAC 06C.0314 – Initial Professional License: Notification of Non-Compliance and Submission of Examination Requirements**
  - **16 NCAC 06C.0315 – Evidence of Teacher Effectiveness to be Submitted by Licensed Out-of-State Teachers Seeking a Continuing Professional License**

# SB219 Part VI Section 6

## Effective Date

This act is effective when it becomes law and, except as otherwise provided in this act, applies beginning with ~~applications for teacher licensure submitted on or after~~ the eighteenth day following the effective date of this act.

# Adding Additional “Teaching Areas”...

© Teachers who have a clear “non-restricted” teaching license can add another teaching area by:

- ✓ passing the required NC State Board of Education exams

AND/OR

- ✓ 24 semester hours of content coursework with a grade of “C” or better..

# Testing Notes...

- ❖ Pearson's Foundations of Reading and General Curriculum Tests are required for licensure in both Elementary and EC - General Curriculum.
- ❖ The Licensure Section will not automatically add Elementary Education to a EC - General Curriculum license.
- ❖ At the request of the applicant and with the required processing fee, the Elementary area may be added to a clear non-restricted license.
- ❖ Pearson NC Website - <http://www.nc.nesinc.com/> for additional Elementary and EC-General Curriculum test information.

# License Renewal Requirements

Credits required for licenses expiring on: June 30, 2017 & June 30, 2018	Credits required for licenses expiring on or after: June 30, 2019
Grades K-5: <ul style="list-style-type: none"><li>• 3 Subject Area</li><li>• 3 Literacy</li><li>• 2 General</li></ul>	Grades K-5: <ul style="list-style-type: none"><li>• 3 Subject Area</li><li>• 3 Literacy</li><li>• 2 Digital Learning Competencies</li></ul>
Grades 6-12: <ul style="list-style-type: none"><li>• 3 Subject Area</li><li>• 5 General</li></ul>	Grades 6-12: <ul style="list-style-type: none"><li>• 3 Subject Area</li><li>• 2 Digital Learning Competencies</li><li>• 3 General</li></ul>
Student Services Personnel: <ul style="list-style-type: none"><li>• 3 Professional Discipline Area</li><li>• 5 General</li></ul>	Student Services Personnel: <ul style="list-style-type: none"><li>• 3 Professional Discipline Area</li><li>• 2 Digital Learning Competencies</li><li>• 3 General</li></ul>
Administrators: <ul style="list-style-type: none"><li>• 3 Executive's Role</li><li>• 5 General</li></ul>	Administrators: <ul style="list-style-type: none"><li>• 3 Executive's Role</li><li>• 2 Digital Learning Competencies</li><li>• 3 General</li></ul>

# EXPERIENCE CREDIT

Experience Forms must be verified by each former employer for any prior teaching and/or non-teaching work experience.

☐ Form E (Verification of K-12 Educator Experience)

☐ Form CE (Verification of Post Secondary Educator Experience)

☐ Form NE (Verification of Non-teaching Work Experience) and RN (LEA Recommendation for Non-teaching Work Experience) and official job description(s) for any applicable non-teaching experience

☐ processing fee

# Regional Accrediting Agencies

**Website:** <http://www.chea.org/institutions/index.cfm>

Middle States Association of Colleges and Schools      M  
Accredits schools in Delaware (DE), District of Columbia (DC), Maryland (MD), New Jersey (NJ), New York (NY), Pennsylvania (PA) Puerto Rico (PR), Virgin Islands (VI)

Southern Association Of Colleges And Schools      SC  
Accredits schools in Alabama (AL), Florida (FL), Georgia (GA), Kentucky (KY), Louisiana (LA), Mississippi (MS), North Carolina (NC), South Carolina (SC), Tennessee (TN), Texas (TX), Virginia (VA)

New England Association of Schools & Colleges      EH  
Accredits schools in Connecticut (CT), Maine (ME), Massachusetts (MA), New Hampshire (NH), Rhode Island (RI), Vermont (VT)

Western Association of Schools and Colleges      WC  
Accredits schools in California (CA), Hawaii (HI), Guam, American Samoa, Northern Marianas, Trust Territory of the Pacific Islands

North Central Association of Schools & Colleges      NH  
Accredits schools in Arizona (AZ), Arkansas (AR), Colorado (CO), Illinois (IL), Iowa (IA), Kansas (KS), Michigan (MI), Nebraska (NE), New Mexico (NM), North Dakota (ND), Ohio (OH), South Dakota (SD), West Virginia (WV), Wisconsin (WI), Wyoming (WY)

Northwest Association of Schools and Colleges      NW  
Accredits schools in Alaska (AK), Idaho (ID), Montana (MT), Nevada (NV), Oregon (OR), Utah (UT), and Washington (WA)



# Websites for Licensure Information

❖ Approved Education Preparation Programs  
<http://www.ncpublicschools.org/docs/epp/approved/map.pdf>

❖ Licensure information can be obtained at the following website:  
<https://www.dpi.nc.gov/educators/educators-licensure>

❖ Pearson Information  
<https://home.pearsonvue.com/test-taker.aspx>

⦿ Praxis Information [www.ets.org/praxis](http://www.ets.org/praxis)

⦿ Regional Accrediting Agencies Website:  
<http://www.chea.org/institutions/index.cfm>

⦿ Regional Alternative Licensing Center (RALC): <http://www.ralc.us/registration-video-tutorials/>

# How to Contact Licensure...

## Phone

Two phone numbers are available for inquiries Monday through Friday from 8 am to 5 pm Eastern Standard Time: 800.577.7994 within North Carolina and **919.716.1800 (NEW)** outside of North Carolina

## Email

Please note when emailing us to include your full name in the email, as well as the last 4 numbers of your SSN and your license or application number. Failure to provide this information may create delays in our ability to respond. [asklicensure@dpi.nc.gov](mailto:asklicensure@dpi.nc.gov).

## Online System

Professional educators are able to apply for and update their North Carolina licenses online. Instructions and more information are available within the online licensure system.

Go to the [NCDPI Online Licensure System](#).



Thank you!

**Questions  
&  
Comments!**